

Message

From: Ho, Nancy [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=F1E4352E5C404939BA54590F91483694-HO, NANCY]
Sent: 1/17/2017 8:00:31 PM
To: Lane, Leticia [Lane.Leticia@epa.gov]
CC: Wang, Jonathan [Wang.Jonathan@epa.gov]
Subject: EDISCOVERY REQUEST: EPA-R6-2017-002177

Hi Leticia – Can you put in an Ediscovery request for the following please?

Hi Jonathan – Thanks for clarifying that the FOIA email search was done by Teresa Clark - David Gray's assistant. Unfortunately, EPA HQ requires that Ediscovery be used to search email records. In order to use Ediscovery, the Division FOIA Coordinator generally submits the search criteria needed for the software to determine if records exist. On your behalf, I am asking Leticia who is the point of contact for placing an Ediscovery email search request to EPA HQ. I'll also request an extension from the requester.

FOIA # EPA-R6-2017-002177, will require a search by HQ for emails in MS Outlook for **David Gray and Stacey Dwyer**. The following is provided with the following criteria to assist with the search:

Keywords:

“Wanhua”

Date range: January 1, 2016 to December 18, 2016

Current target date: January 19, 2017.

Point of Contact/Region 6 Reviewer: Jonathan Wang wang.jonathan@epa.gov

Thanks,
Nancy

From: Ho, Nancy
Sent: Tuesday, January 17, 2017 1:38 PM
To: Wang, Jonathan <Wang.Jonathan@epa.gov>
Cc: Langley, Shirley <Langley.Shirley@epa.gov>; Lane, Leticia <Lane.Leticia@epa.gov>
Subject: QUESTION: EPA-R6-2017-002177

Hi Jonathan – Was this records search done using E-discovery since people can't do a self-search of their own Outlook inbox.

EPA-R6-2017-002177

All email received since January 1, 2016, by Stacey Dwyer (Compliance Assurance) or David Gray (External Affairs) that mentions or refers to Wanhua, a chemical company.

Thanks,
Nancy

Nancy Ho
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